



Montana Legislative Services Division
Office of the Executive Director

SENATE JUDICIARY

COMMIT NO. 6

DATE 1/9/13

FILE NO. _____

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TO: Members of the 63rd Legislature

FROM: Susan Byorth Fox, Executive Director, Legislative Services Division

DATE: January 7, 2013

SUBJECT: Standing Committee Staffing

I am pleased to share with you the services that the Legislative Services Division (LSD) attorneys and research analysts will provide to the 2013 standing committees. Attached is a list of the standing committee staffers and their contact information and they can also be found in the Legislative Staff 2013 directory.

In support of your standing committee, your staff member will perform the following functions:

- draft all proposed amendments upon request of individual committee members before executive action on a given bill and combine amendments that are adopted for the committee report (please give the drafter 24 hours notice);
- draft proposed amendments to be moved on Second Reading before the full Senate or House of Representatives upon request of a committee member;
- draft committee bills;
- review legislation and advise the committee as to constitutionality, internal consistency, possibility of conflict with existing provisions and other bills, and compliance with other bill drafting provisions, such as grammar, punctuation, word choice, and statutory sentence structure;
- attend subcommittee meetings to perform the appropriate functions listed above;
- attend conference committee or free conference committee deliberations as assigned to perform the appropriate functions listed above; and
- assist the committee or an individual committee member in obtaining data or other pertinent information from state or local agencies, the federal government, or other states pertaining to bills under deliberation by the committee.

We look forward to working with you. If you have any questions, please call me at (406) 444-3066 or send me an e-mail message at sfox@mt.gov.